

ATTENTION: Hampton Residents



**Your 2004
Virginia Individual Income Tax return
is due May 2, 2005.**

IMPORTANT VIRGINIA STATE
INCOME TAX INFORMATION

FROM THE
COMMISSIONER
OF THE REVENUE



Thank you
for allowing us
to serve you.



Ross A. Mugler
Commissioner
of the Revenue

■ Free Preparation of Your Individual Return

Our tax team will prepare your Virginia Individual Income Tax Return free of charge if you provide us with a complete copy of your Federal Income Tax Return with W-2/1099 Forms and other income statements. No appointment is necessary.

■ Quick Refund Processing

If you have not moved or changed your filing status from last year's tax return, be sure to check the **Accelerated Refund** block on your return. We will transmit your information directly to the Department of Taxation and you should receive your check within 10 days. Direct filing through the internet (I-FILE) is available for qualifying taxpayers.

■ Taxpayer Assistance

Our staff is trained in the most recent tax legislation and will provide information and answers to your questions. Also, all Virginia individual tax forms are available in our office. Through access to the Department of Taxation Information Systems, we can inquire on the status of your return and can also offer assistance in reviewing adjustments or correspondence from the Department of Taxation.

■ Electronic Filing

Once again we are able to offer free electronic filing to Hampton residents and Hampton City employees. Electronic filing requires a completed Federal Income Tax Return and a Virginia Resident Form 760.

CALL YOUR HAMPTON TAX TEAM:
(757) 727-6690

Ruppert Sargent Memorial Building
One Franklin Street • Downtown Hampton

OFFICE HOURS:
MON-FRI 8:30 am -5 pm